



The Covid-19 Safety Plan (CSP) for The Hillside School and Learning Center

Healthy Hygiene

Per California and Los Angeles County Department of Health guidelines, our teachers will be teaching and reinforcing important hygiene protocols to reduce transmission of the virus, including regular hand washing, avoiding hand-to-face contact, and covering coughs and sneezes.

Measures Include:

- Hand sanitization for all staff and students before entering campus.
- Wash hands every time before and after eating; after coughing or sneezing; after being outside; and before and after using the restroom.
- Wash hands for 20 seconds with soap, rubbing thoroughly after application, and use paper towels to dry hands thoroughly.
- Use tissue to wipe their nose and to cough/sneeze inside a tissue or their elbow.
- Hand sanitizing stations will be added throughout the campus. Students and staff will use ethyl-based hand sanitizer when hand washing is not practicable.

Cleaning Protocols

To reduce the transmission of the virus, Hillside has taken the following cleaning measures:

- Frequently touched surfaces will be cleaned and disinfected by custodial staff daily, and protocols for periodic disinfection throughout the day will be implemented in each classroom. Frequently touched surfaces to be disinfected include, but are not limited to door handles, light switches, sink handles, bathroom surfaces, tables, desks, and chairs.
- Faculty, staff, and students are asked to bring either a full reusable water bottle or disposable single-use water bottles. Water bottles may be refilled at the drinking fountain. Students and staff are not to drink from the drinking fountain directly.
- Upgraded filters installed in the vent system for all classrooms.
- 2 hospital grade air purifiers are in the lobby spaces, one on each level.
- In classrooms, teachers will limit shared objects as much as possible. Students will have one computer that they use throughout the day, which will be disinfected daily.
- All cleaning products are approved for use against COVID-19 by the Environmental Protection Agency (EPA).

Distancing Guidelines

Desks will be distanced according to current protocols. Teachers and staff will reinforce standards for students maintaining distance in the classroom and on campus.

Face Coverings

According to the COVID-19 In Person Instruction Framework and Public Health Guidelines for K-12, students in all grades are required to wear face coverings at all times while at school. The current exemptions to wearing a mask are when eating or drinking.

- Face coverings should cover the nose and mouth, go under the chin and do not have significant gaps around the nose or other parts of the face.
- Face coverings should preferably have ear loops or ties that are tight enough to keep the face covering from sliding down the nose.
- Students, faculty and staff will be told to wear a face covering if they are found not doing so. They will also be instructed to wear the face covering in the proper manner; over the nose and chin, not under the nose or under the chin.

*In order to comply with this guidance, schools must exclude students from campus if they are not exempt from wearing a face covering under CDPH guidelines and refuse to wear one provided by the school. **Per COVID-19 and Reopening In-Person Instruction Framework & Public Health Guidance for K-12 Schools in California, 2020-2021 School Year*

Checking for Signs and Symptoms

Being vigilant about stopping the spread of the virus is critical to our ability to continue operations in an uninterrupted manner. Hillside plans to begin in-person learning with the following protocols in place. Parents must contact Mr. Cortez: cortez@hillsidehc.org if the student has symptoms of COVID-19 or may have been exposed to COVID-19 and not attend school. School personnel will be stationed at the downstairs entrance and will conduct temperature checks with a no-touch thermometer. Per health department guidelines, anyone with a fever of 100 or higher, a cough, or any COVID-19 symptoms will not be allowed to attend school until symptom free for 24 hours without the aid of medication.

Stay-at-home Policy

- We will be informing anyone who is sick or has been in close contact with someone diagnosed with COVID-19 to stay at home.
- Students showing signs of illness will be sent home. This includes, but is not limited to, fever, cough, congestion, and runny nose.
- If a student is sent home due to illness, that student's class will move to an "outdoor setting classroom" until the classroom is disinfected and sanitized.

Protocols for Positive Tests

In the event a faculty member, staff member, or student tests positive for COVID-19, the following measures will be taken:

In the event of a laboratory confirmed COVID-19 case, (student or employee), Hillside will inform the Los Angeles Public Health Department. Any person testing positive for COVID-19 will be required to stay home for 14 days or other required time constraint at that given time. No person will be allowed to return to school without official verification from a medical doctor that it is safe to return to in-person school. If a member of our Hillside faculty, staff or student community becomes ill with COVID-19 that group will be quarantined for 14 days and moved into distance learning. The privacy of any individual testing positive will be maintained in accordance with FERPA requirements. Any person in close proximity to the person who tested positive will be notified that they may have been exposed and instructed to monitor themselves closely for the development of symptoms. If the school identifies a cluster of 3 or more laboratory confirmed cases (students and/or employees) within a 14-day period, the school will report the cluster to LAPHD within one business day. In the event of a student and/or staff exhibiting symptoms of illness that person will be placed in an isolation room with a monitor and the class will be relocated to an outside space to allow time for the classroom to be cleaned and disinfected.

Partial or Total Closure

Hillside intends to reopen for in-person learning as soon as possible. This reopening plan is subject to change at any time depending on state or federal mandates. Be assured that we are prepared to educate our students without interruption in any circumstance. In the event of a moderate outbreak of COVID-19 cases at Hillside, we are prepared to follow CDC guidelines for a short term closure of the school facility. If this occurs, we will continue to deliver content using our distance learning model and return to the classroom promptly when we have assessed the situation and have taken appropriate measures to halt the spread.

Situations that may indicate the need for school closure:

- Within a 14-day period, an outbreak has occurred in 25% or more stable groups in the school.
- Within a 14-day period, at least three outbreaks have occurred in the school AND more than 5% of the school population is infected.
- The LHO may also determine school closure is warranted for other reasons, including results from public health investigation or other local epidemiological data.

Learning:

Students will begin with a hybrid instruction plan with two days of in-person instruction in addition to three days of distance learning. See schedule below:

period	All students/staff virtual Monday Per 1-6	On campus Group A Tuesday Per 1,3,5	On campus Group A Wednesday Per 2,4,6	On campus Group B Thursday Per 1,3,5	On campus Group B Friday Per 2,4,6
1	8:25 - 9:05	8:30-9:50		8:30-9:50	
2	9:15 - 9:55		8:30-9:50		8:30-9:50
3	10:05 - 10:45	10:00-11:20		10:00-11:20	
4	10:55 - 11:35		10:00-11:20		10:00-11:20
5	12:05 - 12:45	11:40-1:00		11:40-1:00	
6	12:55 - 1:35		11:40-1:00		11:40-1:00

Physical Education

Class will be held outdoors without contact sports. Per guidance by public health officials, students must wear masks while participating in physical activity, indoors and outdoors.

Field Trips

All off campus field trips will be postponed until further notice.

School Operations:

Entrance/Exit Doors

The downstairs front entrance will be used for students arriving at school at the start of the day. Temperature checks will be taken here. 15 minutes after the start of the day, this door will be locked. If you arrive at school late, please use the side door at the top of the stairs.

Lunch/Snack

Students will eat their lunches outdoors. Students will need to bring their own snacks and lunches. The school store will not be open.

Arrival

Upon arrival, students are checked in and must go directly to their class. If a student is late, they must go to the designated area and wait to be checked in before proceeding to class.

Pick-up

Parents must make proper arrangements for their child to be picked-up on time. For safety reasons, we do not want students loitering around campus.

Visitors

Non-essential visitors will be discouraged from coming to campus during school operating hours and we ask that you please wait outside or in your vehicle.

Safety Protocol Compliance

If students do not comply with the safety protocols, they will be sent home. If the safety violations continue, they will continue to learn remotely until further notice.

Facility:

Classrooms

There will be a maximum of five students per classroom to ensure 6 feet of physical space between students and teachers. Windows and exterior doors will remain open whenever possible to improve circulation. Air conditioning or fans will be on in classrooms to assist in air circulation. Students will face one direction.

Hallways

Two industrial air filters are running in the hallways that have a HyperHEPA filtration technology for superior airborne particle removal. These air filters effectively filter 99.5% of harmful ultrafine pollution particles down to 0.003 microns in size. This is 100 times smaller than what is achieved with ordinary air filtration technology and 10 times smaller than a virus.

Air-Filtration System

The HVAC system has been upgraded to MERV-13 rated filters to improve indoor air quality.



Restrooms

Students will be allowed to use the restroom with a maximum capacity of two at a time. If the restroom is occupied at capacity, students will be asked to return later.

Water Fountain

The water fountain can only be used to refill a water bottle. Students are encouraged to bring their own supply of bottled water or a fillable water bottle.

Lockers

Student lockers will not be available for use.